

LITCHFIELD PLANNING AND ZONING COMMISSION MINUTES

**Monday November 20, 2023, 7:00 p.m.
Town Hall Annex, 80 Doyle Rd. Bantam
*In Person Meeting***

1. Call to Order – Welcome New* and Returning Commissioners

a. Appointment of alternates

Vice Chairman P. Losee called the meeting to order at 7:00 pm.

Members present – C. Bunnell*, J. Cox, P. Dauten, M. Eucalitto*, G. Fuessenich*, B. Gibney, P. Losee, R. Lupo, S. Simonin, Land Use Administrator S. Musselman.

Members absent - C. Bramley.

Appointment of Alternates – None.

2. Commissioner's Requests

B. Gibney moved to add item *3a. 87 Cathole Road – West* to the agenda. P. Dauten seconded. There was no discussion and the motion passed unanimously.

3. 12 Norfolk Road – The Forman School – Site plan review for reconstruction of an existing athletic field and conversion to synthetic turf surfacing. Addition of ADA walks and shelters. Received 11/20/23. MBL # 126-036-027&028.

Forman School CFO P. Maltby, Attorney J. Strub, SLR landscape architect K. Fuselier and SLR hydrology engineer M. Berardi were present for the application. Upper athletic field is being replaced with synthetic turf. Field is currently used for soccer, lacrosse and football. Will be converted to an all weather field that can be plowed. Third generation synthetic turf will use Brockfill (organic southern loblolly pine fill) for cushioning so GMAX safety rating will never exceed 120. Field will be surrounded by chain linked fence, have concrete sidewalks on two sides, have two slightly elevated shelters on the north end and have bleachers and a wheelchair section. Twenty foot high ball safety netting will be installed behind each goal area. The small shed at end of gravel drive will not be moved. There will be no new lighting. Field use will be from sunrise to sunset. All DEEP standards have been met for stormwater runoff and application received IWC approval on 11/08/23. S. Simonin moved to approve the site plan. J. Cox seconded, there was no discussion and the motion to approve was unanimously.

3a. 87 Cathole Road – West – Special exception for an accessory apartment. Received 11/20/23. Set public hearing for 12/18/23. MBL# 081-085-015.

Contractor A. O'Neil was present for the application. Barn on property received approval for a second floor bedroom and bathroom in 1988. New homeowner's application is to add a 7' kitchen area directly below the bathroom on the first floor. Applicant will need to submit a floor plan for accessory apartment. Public hearing was set for the 12/18/23 meeting.

4. 405 Bantam Road – Harpin – Site plan review for a 100' x 4' sidewalk connection to the Community Center. Received 10/16/23. MBL# 085-059-010.

A letter is being sent to property owner, J. M. Scott Associates, Inc., regarding the tenants parking and safety issues. Application was continued to the 12/04/23 meeting.

5. Land Use Administrator's Report

a. Commissioner binders

Commissioners C. Bunnell, M. Eucalitto, G. Fuessenich and R. Lupo received new binders.

b. Permits

Slow - not many permits coming in.

c. Office

While doing inspections, the Land Use Department's town issued pickup truck had a small exhaust fire. S. Musselman will be using his personal vehicle again for appointments. Commissioners were asked to get Gmail accounts so applications can be viewed online in a shared file prior to the meetings.

d. Enforcement

1. 82 E. Litchfield Road South – Landscaping business's addition of an excavation company is an expansion/ change of nonconforming use which is not permissible. Property is adjacent to the Naugatuck River and a salt shed was recently installed. (Salt shed was denied by IWC on 06/08/2022.) Land Use Office has received many complaints from neighbors regarding large trucks using their driveways to turn around in, loud trucks idling for long times in the early morning and concerns regarding well contamination. Attorney S. Byrne will be contacted.

2. 31 Mc Bride Road – Commercial property has added a third shipping container to the side yard. Five commercial trucks have been parked on the north side yard for weeks. A violation letter will be sent and Attorney S. Bryne will be contacted.

3. 718 Northfield Road – Commercial vehicles continued to be stored at the property is not a permissible use within the RR district. A violation letter will be sent and Attorney S. Byrne will be contacted.

4. 256 Old South Road - Litchfield Country Club – Overflow cars parking on both sides of street. Concerns regarding blind corner and road narrowed to only one lane. S. Musselman will reach out to LCC management.

6. Old Business

a. Revised Hunter's Chase stormwater management plan.

J. Cox moved to approve the revised Hunter's Chase stormwater management plan subject to review and approval by the Town Engineer. S. Simonin seconded. There was no discussion and the motion passed unanimously.

7. New Business

None.

8. Approval of Minutes November 6, 2023.

S. Simonin moved to approve the minutes, J. Cox seconded, there was no discussion and approval vote was unanimous. B. Gibney abstained as he did not attend the 11/06 meeting.

9. Correspondence

UCONN's CLEAR has commissioner training in Haddam on 12/09/23.

10. Adjournment

S. Simonin moved to adjourn at 8:05 pm, J. Cox seconded, there was no discussion and approval vote was unanimous.